

## Deliverable Item Technical Specification

| Contract Title:<br>Non-Stockpile Systems Contractor II   |                          | Specification Title:<br>Chemical Surety Material Consumption/Usage Report |                   |                        |               |                          |   |
|--|--------------------------|---|-------------------|------------------------|---------------|--------------------------|---|
| Deliverable No.<br>D025  | Acquisition Document No. | Frequency:<br>Monthly   | First Submission: | Subsequent Submission: | Distribution: |                          |   |
|  |                          |   |                   |                        | Addressee     | Copies<br>Draft    Final |   |
| <p>Remarks:</p> <p>A. The requirements of this report may be tailored with written approval from the COR, to be included with the submitted final document. This report shall be submitted no later than 15 days after the end of each month. The report shall include all agents listed in Appendix C of AR 50-6.</p> <p>B. The Contractor shall report the monthly inventory of CASARM on-hand, and will be used as an accountability record by the Government.</p> <p>C. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report.</p> |                          |   |                   |                        | SFIL-NSM      | 0                        | 1 |
|  |                          |   |                   |                        | SFIL-CMS      | 0                        | 1 |
|  |                          |   |                   |                        | AMSMC-PAE-D   | 0                        | 1 |
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| Deliverable No.<br>D025   | Acquisition Document No. | Specification Title:<br>Chemical Surety Material Consumption/Usage Report |
| <p><i>Instructions for Preparation:</i></p> <p>The Chemical Surety Material Consumption/Usage Report provides information concerning the Contractor's use of both full strength and dilute chemical agents. This report will be reconciled on a monthly basis, and will be a permanent record of accountability for these materials. The units of quantity and degree of accuracy required for reporting shall be specified in the individual task order. If the task order does not specifically identify these requirements, then the smallest units of quantity and highest degree of accuracy specified in the task order for any chemical agent analysis or monitoring shall be used. Specifically, the plan shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Contractor's name and address</li> <li>• Names of principle investigators</li> <li>• Reporting period dates</li> <li>• Types of chemical agents on hand at the end of reporting period</li> <li>• Quantities of chemical agents on hand at the end of the reporting period</li> <li>• Contract number</li> <li>• Contract period of performance</li> <li>• Name of Government's COTR or COR</li> </ul> |                          |   |

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| Deliverable No.<br>D026  | Acquisition Document No. | Specification Title:<br>Accident/Incident Report |
| <p><i>Instructions for Preparation:</i></p> <p>This report provides immediate notification and information concerning any major accident/incident (including fire) resulting in any one or more of the following: chemical agent release to the environment, causing one or more fatalities, two or more disabling injuries, damaging government property exceeding \$10,000, affecting program planning or production schedules, degrading safety of the equipment under contract, and identification of potential hazard requiring immediate corrective actions. Specifically, the plan shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Name, address, and phone numbers of the Contractor and site manager</li> <li>• Name and title of the individual reporting the accident/incident</li> <li>• Date, time, and location of the accident/incident</li> <li>• Brief summary of the accident/incident, giving pertinent details including types and quantities of material involved</li> <li>• Cause of accident/incident, if known</li> <li>• Casualties, including personnel exposed to chemical agents</li> <li>• Estimated property damage</li> <li>• Nature of damage, effect on production, operations, training, or other activities</li> <li>• Actions taken</li> <li>• Damage and injuries sustained to public or private personnel and property</li> <li>• Other pertinent information</li> <li>• If malfunction of equipment is involved, include:             <ul style="list-style-type: none"> <li>• Equipment nomenclature</li> <li>• Quantity involved</li> <li>• Production lots</li> <li>• Brief technical description of malfunction</li> </ul> </li> </ul> |                          |  |

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| Deliverable No.<br>D027   | Acquisition Document No. | Specification Title:<br>Calibration System Description |
| <p><i>Instructions for Preparation:</i></p> <p>The Calibration System Description defines the Contractor's system for the calibration of all measuring and test equipment used in fulfillment of contractual requirements. This description shall be used as documentation of the calibration system. Specifically, the plan shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Calibration intervals and sources for test and measurement equipment</li> <li>• Applicable reference measurement standards, and transfer measurement standards</li> <li>• Nomenclature, identification number, calibration interval, and source for measurement standards</li> <li>• Environmental conditions under which the measurement standards will be applied and calibrated</li> </ul> |                          |  |

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| Deliverable No.<br>D028  | Acquisition Document No. | Specification Title:<br>Maintenance Support Plan |
| <p><i>Instructions for Preparation:</i></p> <p>The Maintenance Support Plan is the management tool designed to identify action elements of maintenance support which requires timely execution and completion, and shall include maintenance requirements for all demilitarization equipment (including GFE and laboratory facilities), systems, and subsystems used for this effort. Lists and tracking of consumable materials, spare parts and re-supply, and service contracts shall be included. Support requirements for multiple work sites at geographically separated locations shall not effect Contractor's performance, and shall be planned accordingly. Specifically, the plan shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Definitions of actions and support necessary to ensure systems attain Reliability and Maintainability (RAM) and operational readiness objectives within the life cycle cost projections</li> <li>• Identification of criteria for repair (in terms of time and accuracy, repair levels, damage assessment and repair, built-in test equipment, reliability, maintainability, support equipment requirements, and manpower skills requirements)</li> <li>• State specific maintenance tasks to be performed on each system</li> <li>• State maintenance requirements, projected workloads, and time phasing for accomplishing maintenance</li> <li>• State extent, duration, and use of interim subcontractor support, and plans if transitioning to organic support</li> <li>• Define actions and support required for material fielding</li> <li>• Warranty considerations</li> <li>• Identify manpower and personnel integration considerations, with analysis of work environment and personnel skill levels required</li> <li>• Identify maintenance task distribution, support equipment, workload, and personnel requirements</li> </ul> |                          |  |



## Deliverable Item Technical Specification

Page 1 of 9

## DATA ITEM DESCRIPTION

Form Approved  
OAS No. 6704

Public reporting burden for this collection of information is estimated to average 118 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.

## 1. TITLE

TRAINING SYSTEM IMPLEMENTATION PLAN

## 2. IDENTIFICATION NUMBER

DI-ILSS-81074

## 3. DESCRIPTION/PURPOSE

3.1 The Training System Implementation Plan provides information on how the training system will be implemented and managed.

4. APPROVAL DATE  
(YYMMDD)

901205

## 5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)

SH

## 6a. DTIC APPLICABLE

## 6b. GPOEP APPLH

## 7. APPLICATION/INTERRELATIONSHIP

7.1 This Data Item Description (DID) contains the preparation instructions for the content and format of the Training System Implementation Plan resulting from the work task described by Task 105.4.1 of MIL STD-STD-1379.

7.2 It is not intended that all the requirements contained herein should be applied to every program or program phase. Portions of the DID are subject to  
(Continued on Page 2)

## 8. APPROVAL LIMITATION

## 9a. APPLICABLE FORMS

## 9b. AMSC NUMBER

N5045

## 10. PREPARATION INSTRUCTIONS

10.1 Reference documents. The applicable issue of the documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.

10.2 Style and format. The style and format of the Training System Implementation Plan shall be in accordance with Appendix C of MIL-STD-1379.

10.3 Content. The Training System Implementation Plan shall contain the following:

- a. Front Matter
- b. Course Module or Lesson Data
- c. Justification for Course Development/Change/Revision
- d. Impact if Course Development/Change/Revision is Not Undertaken
- e. Milestone Chart.
- f. Resource Requirements.
- g. Follow-on Training Recommendations.
- h. Key Personnel and Coordination Requirements.
- i. Training System Integration.
- j. Course Schedule Data.
- k. General Information.

## 11. DISTRIBUTION STATEMENT

(Continued on Page 2)

DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.

**Block 7, Application/Interrelationship (Continued)**

deletion tailoring depending upon the program phase in which it is applied in the contract.

7.3 This DID supersedes DI-H-7066, DI-H-25727B, and DI-ILSS-80076.

**Block 10, Preparation Instructions (Continued)**

10.3.1 Front matter. The content of front matter shall be in accordance with Appendix C of MIL-STD-1379.

10.3.2 Course module or lesson data. Course module or lesson data shall provide the following information relevant to development.

- a. Title.
- b. Course Identification Number/Production Identification Number/Production Assignment Number (CIN/PIN/PAN).
- c. Phase.
- d. Type training (identify the type training with an alphanumeric code; i.e. A1, C1, etc. See specific service formal schools catalog of courses).
- e. Prerequisites (courses or equivalent skills and knowledge which must be possessed by the trainee prior to attending the proposed training).
- f. Purpose (identify who is to be trained, the degree of qualification required of the trainee, the conditions the trainee will perform upon graduation, and the systems, components, or equipment for which the training is to be conducted. The equipment identification shall be by nomenclature, military designation, and identification numbers (National Stock Number, part number, etc.), where applicable. The identification of the system, component, or equipment manufacturer, and whether Government-Furnished or Contractor-Furnished Equipment/Items shall be included).
- g. Overview shall contain:
  - (1) General description of the training program relative to the degree of individualization and branching, trainee evaluation, and system entry points for trainees.
  - (2) An outline of the instructional program by topic in the projected sequence of presentation and the media to be used in presenting the materials.
- h. Length (current and planned training length in hours and calendar days).
- i. Number of classes.
- j. Class size (maximum, minimum, and optimum number of students).
- k. Proponent (office of primary responsibility, course model manager).
- l. Instructor/support manning (instructors/support personnel required to provide the current and planned training). This shall include:

## Block 10, Preparation Instructions (Continued)

- (1) Instructor personnel to be trained.
- (2) Support personnel to be trained.

m. Agency to Receive Training/Training Site.

n. Related Equipment Required to Conduct Training (The QTY AUTH is the amount per site unless otherwise noted).

10.3.3 Justification for course development/change/revision. The justification shall be as follows:

- a. Tasking by higher authority.
- b. Scheduled course review.
- c. Surveillance/external feedback resulting from the training appraisal program
- d. Engineering change proposals/weapon system change authorizations
- e. Reduced course length.

10.3.4 Impact if development/change/revision is Not undertaken. This section shall provide a clear and precise statement of the impact on mission requirements and capabilities if the development/change/revision is not undertaken.

10.3.5 Milestone chart. The milestone chart shall provide a time-phased relationship commencing with the earliest lead time resource requirement through establishment of training capability. Projected start/completion dates for each key event shall be indicated.

10.3.6 Resource requirements. This section shall identify the following estimated resources required to develop or revise and implement the training.

- a. Related Equipment Required to Conduct Training (components, systems, or equipment required to conduct the training). These items shall be listed by item number, part number, National Stock Number (NSN), military designation, nomenclature/description with source (i.e., Government-Furnished Equipment (GFE) or Contractor-Furnished Equipment (CFE) and disposition on completion of proposed courses), Acquisition Advice Code (AAC), Allowance Source Code (ASC), Quantity Authorized (Qty Auth), Unit of Issue (UI), Unit Cost, Commercial and Government Entity (CAGE) Code, Source, Maintenance, and Recoverability code (SM&R), Line Item Number (LIN), Department of Defense Identification Code (DODIC), and Technical Reference. The categories of equipment shall be as follows:

- (1) Maintenance Trainers. (Category item numbers start with A00001) Normally, weapons system trainers designed to support on-equipment training, specially developed maintenance trainers, simulator/simulated trainer panels, and other simulator panels. Items listed under this category will normally have a military serial number assigned.

## Block 10, Preparation Instructions (Continued)

- (2) Technical Training Equipment. (Category item numbers start with B00001) Actual Weapon Replaceable Assemblies (WRAs), Line Replaceable Units (LRUs), Subsystem Replaceable Assemblies (SRAs), Shop Replaceable Units (SRUs), Circuit Card Assemblies (CCAs), weapons pylons, engines or equipment normally a part of a weapon system.
- (3) Test Equipment. (Category item numbers start with C00001) Oscilloscopes, multimeters, line test sets, time domain reflectometers (TDRs), signal generators, off-equipment test sets and automatic test equipment.
- (4) Audiovisual Devices. (Category item numbers start with D00001) Audio/Visual Devices such as Video Cassette Recorders (VCRs), video players, overhead projectors, projector screens, movie projectors, television monitors, etc.
- (5) Special Tools. (Category item numbers start with E00001) Unique handling jigs, GO/NO-GO gauges, adapters, and other tools especially designed for maintenance of the weapons system/system and normally listed in the Maintenance Instruction Manual.
- (6) Common Hand Tools. (Category item numbers start with F00001) Only those tools required to perform the training which are not unique to the equipment.
- (7) Consumables. (Category item numbers start with G00001) Only list items that are required for the course, such as magnetic computer disks, special printing paper, plating materials, connector parts, rags, cotton swabs, etc. List quantity required per class. Do not include items that are provided to the students and then retrieved after class (i.e. pencils, pens, erasers, etc).
- (8) Training Devices. (Category item numbers start with H00001) This category includes engine cutaways, models, inert bombs/weapons and other devices especially prepared for demonstration and handling safety.
- (9) Support Equipment (Non-Avionic). (Category item numbers start with I00001) This category includes maintenance stands, bomb skids, engine trailers/stands, mobile hydraulic and electrical power units, mobile air conditioning units, engine removal trailers, similar materials. NOTE: This category does not include line maintenance test sets.
- (10) Calibration Standards. (Category item numbers start with J00001) Calibration standard test equipment used in the calibration of electronics equipment and test sets. These items are identified by a "-CS" at the end of the part number.
- (11) Faultable/Prefaulted Modules. (Category item numbers start with K00001) Modified modules, or modules that will be modified with insertable faults or malfunctions, for use in troubleshooting and performance testing.
- (12) Trainer Peculiar Items. (Category item numbers start with L00001) Items that are used in direct support of the trainer and are not used in the direct support of this course. Example: Trainer peculiar special tools or trainer peculiar special support equipment.

Block 10, Preparation Instructions (Continued)

- (13) Miscellaneous Items. (Category item numbers start with N00001) This category includes such items as special clothing, goggles, standard work benches, special furniture requirements and items which do not fall under any category identified above.
  - (14) Ordnance/Ammunition/Pyrotechnics. (Category item numbers start with N00001) Live, dummy, or inert. List DODIC/NSN, description, and required quantity per student and per class.
  - (15) Stand-alone Computer Systems and Peripherals. (Category item numbers start with P00001)
- b. Equipment Refurbishment. Provide a listing of GFE and CFE items to be used in conducting the training that will require refurbishment upon completion of the proposed courses. Indicate if this refurbishment effort is included in the cost of the proposed course or is subject to separate procurement action.
  - c. Publications Required to Conduct Training. Identify commercial, Department of Defense (DoD), and military service publications or technical manual data required to conduct the training (title, identification number, quantity required per class, and supplier). A recommended disposition of the publications upon completion of the proposed course shall be provided.
  - d. Training Material. Identify the type and estimated total quantity of training materials to be developed to conduct the proposed course. DoD, The Defense Instructional Technology Information System (DITIS), or military service publications and technical data shall be used whenever available. The development of special training material shall be limited to the extent necessary to conduct the proposed course.
  - e. Facilities. Identify any requirements for Military Construction (MILCON) or facilities modification including a justification for the requirements.
  - f. Personnel. Identify the total personnel requirements, by number and type (Government and contractor), including a justification for the requirement.
  - g. Life Cycle Training Costs. Expected annual training costs throughout the system introduction period and annual steady state training costs after system introduction is complete.
  - h. Computer Programs. Identify commercial and specially designed software and firmware, authoring systems, and authoring languages required by the training system.

10.3.7 Follow-on training recommendations. Follow-on training recommendations shall identify the contractor's recommendations for any follow-on training program to be conducted by the military service in support of the system/equipment. Such recommendations shall include results of any trade studies made to determine cost-effectiveness of various methods of conducting training. Current DoD training programs and capabilities shall be used as a baseline for the development of this information.

10.3.8 Key personnel and coordination requirements. This section shall provide a listing of key individuals (within and external to the defense establishment), their addresses and phone numbers (commercial and autovon), their role in the

## Block 10, Preparation Instructions (Continued)

implementation of the training program, and identify the actions required of each to ensure the successful implementation of the training program. The organization structure of activities tasked to support the training effort shall be identified with the interrelations between the training activity and the supporting activities clearly outlined.

**10.3.9 Training system integration.** This section shall provide a schedule which includes the development and delivery of training system. Additionally, the ability of the system to support the course mission statement(s) and ease of integration into the current system shall be provided if applicable.

**10.3.10 Course schedule data.** This section shall provide schedule data for proposed courses and instructor training services. This information shall be grouped by course and separately indicated for each individual course and instructor training service. High risk milestones shall be clearly noted and a contingency plan developed which will minimize the disruption to the overall training effort. Specific items of detailed schedule information and data to be considered shall include the following:

- a. Course presentations (number and locations of course presentations proposed and recommended course schedule start and completion dates for each proposed course presentation).
- b. Training date (date which training must be completed in order to provide trained DoD personnel to support activities for which training is being proposed).
- c. Preparation leadtime (estimated leadtime required in calendar days, after receipt of contract authorization, for contractor preparation for each proposed course. This estimate shall include man-hours to substantiate estimated preparation leadtime requirements).
- d. Presentation leadtime (calendar days required, after course preparation completion, for first and subsequent course presentations).
- e. Student load (maximum, and optimum student load and number of classes that can be taught during a single course presentation time cycle by various methods, such as alternating two classes, double shifting classes, dual instructor staffing, or other appropriate means).
- f. Individual Task Analysis/Topic Learning Objective/Training Analysis review (recommended date for a individual task analysis/topic learning objective/training analysis review conference, if such a conference is required or recommended).
- g. Instructor guide(s) review (target date that the Instructor Guide(s) will be available for review and approval by the contracting activity or the designated representative).
- h. Government-furnished equipment (GFE) (target date that the GFE, materials, and publications must be available at the training site for the instructor to conduct the proposed course).
- i. Training materials (recommended date for inspection of training materials, equipment software, data, AV aids, Interactive Courseware components, and

Block 10, Preparation Instructions (Continued)

- other items required to conduct the course to determine the adequacy, availability, and contractor readiness for course presentation).
  - j. Training equipment.
  - k. Target date (date by which the contractor must receive contractual authorization for the proposed training in order to comply with the schedule).
  - l. Instructors (identify the type and quantity of instructor training services to be provided and the proposed schedule of services).
  - m. Facilities Support. This shall include:
    - (1) Classroom requirements (student space, training equipment space).
    - (2) Storage requirements (training materials, training equipment).
    - (3) Security requirements (training materials and training equipment storage and utilization).
  - n. Systems Support. This shall include:
    - (1) Organization and management structure, and functions required to install and to operate the training system.
    - (2) Personnel roles and responsibilities for the installation of the training system.
    - (3) Implementation schedule establishing the dates for availability, installation, and operability of all elements of the training system.
    - (4) Personnel roles and responsibilities for the student training records.
- 10.3.11 General information. General Information shall consist of the following:
- a. Company name and address of contractor proposing the course or instructor training services.
  - b. Location where the proposed training will be conducted, with an analysis of the economics and justification for the proposed training site (i.e., contractor site versus Government site).
  - c. Facilities (Description of contractor training facilities, if training is to be conducted at contractor site. When training is to be conducted at the Government site, indicate Government facilities required (i.e., administrative, laboratory, work area or lecture type floor space, furniture and standard office equipment, AV equipment, environmental requirements, electrical, hydraulic or pneumatic power, or any other facility requirement necessary for the course presentation)).
  - d. Organization of the contractor's training function and level of the training manager's position and scope of responsibility within the corporate structure (Include any significant company management factors or policies which enhance the quality of the training and a brief resume of training supervisory personnel).
  - e. Instructor Qualifications. This shall include:



**Block 10. Preparation Instructions (Continued)**

- (1) Education.
  - (2) Teaching experience.
  - (3) Practical experience.
  - (4) Instructor training.
  - (5) Military experience.
- 
- f. Housing Availability (price range, approximate distance from training site, and brief description of housing and messing facilities for students undergoing training, if at a contractor facility).
  - g. Transportation Availability.
  - h. Support Availability (administrative personnel support, if required for students undergoing training at a contractor facility (medical, dental, payroll, typing, secretarial services)).
  - i. Security (instructor and student clearances, and facility security provisions required).
  - j. Training school/class convening hours.
  - k. Reserve component and mobilization considerations.

## Deliverable Item Technical Specification

|   |                          |   |                   |                        |               |        |       |              |  |    |       |
|---|--------------------------|---|-------------------|------------------------|---------------|--------|-------|--------------|--|----|-------|
| Contract Title:<br>Non-Stockpile Systems Contractor II  |                          | Specification Title:<br>Contractor Developed Specifications |                   |                        |               |        |       |              |  |    |       |
| Deliverable No.<br>D030   | Acquisition Document No. | Frequency:<br>As<br>Required                                | First Submission: | Subsequent Submission: | Distribution: |        |       |              |  |    |       |
|   |                          |   |                   |                        | Addressee     | Copies |       |              |  |    |       |
|   |                          |   |                   |                        |               | Draft  | Final |              |  |    |       |
| <p>Remarks:</p> <p>A. The Government reserves the right to make comments, and will submit comments and suggested revisions to the Contractor within 15 days of receipt of draft.</p> <p>B. Format and content of this document shall be in accordance with MIL-STD-961. The requirements of this document may be tailored with written approval from the COR, to be included with the submitted final document.</p> <p>C. Contractor Developed Specifications include design/construction and performance characteristics that are essential to the operation and maintenance of a complete and efficient demilitarization system. The Contractor shall provide specifications that clearly and accurately describe all essential technical requirements for the item, material, and/or service to be provided. Procedures necessary to assure that all requirements are met and a description of the acceptance terms shall be part of the document.</p> |                          |   |                   |                        | SFIL-NSM      | 3      | 2     |              |  |    |       |
|   |                          |   |                   |                        | SFIL-CMS      | 2      | 1     |              |  |    |       |
|   |                          |   |                   |                        | SFIL-CME      | 2      | 1     |              |  |    |       |
|   |                          |   |                   |                        | SFIL-CMI      | 1      | 1     |              |  |    |       |
|   |                          |   |                   |                        | AMSMC-PAE-D   | 1      | 2     |              |  |    |       |
|   |                          |   |                   |                        | TEU           | 1      | 1     |              |  |    |       |
|   |                          |   |                   |                        | AED           | 3      | 1     |              |  |    |       |
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|   |                          |   |                   |                        | TOTAL:        |        |       |              |  | 13 | 11    |
|   |                          |   |                   |                        | Prepared by:  |        | Date: | Approved By: |  |    | Date: |

## Deliverable Item Technical Specification

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# Non-Stockpile Chemical Warfare Materiel

## Deliverable Item Technical Specification

|   |                                 |  |                          |                               |                      |               |              |                     |  |               |                        |          |
|---|---------------------------------|--|--------------------------|-------------------------------|----------------------|---------------|--------------|---------------------|--|---------------|------------------------|----------|
| <i>Contract Title:</i><br>Non-Stockpile Systems Contractor II   |                                 | <i>Specification Title:</i><br>Equipment and Maintenance Manuals |                          |                               |                      |               |              |                     |  |               |                        |          |
| <i>Deliverable No.</i><br>D032  | <i>Acquisition Document No.</i> | <i>Frequency:</i><br>As<br>Required                              | <i>First Submission:</i> | <i>Subsequent Submission:</i> | <i>Distribution:</i> |               |              |                     |  |               |                        |          |
|   |                                 |  |                          |                               | <i>Addressee</i>     | <i>Copies</i> |              |                     |  |               |                        |          |
|   |                                 |  |                          |                               |                      | <i>Draft</i>  | <i>Final</i> |                     |  |               |                        |          |
| <i>Remarks:</i><br>A. The Government reserves the right to make comments, and will submit comments and suggested revisions to the Contractor within 30 days of receipt of draft. The Contractor shall revise and resubmit documents within 30 days of receipt of Government Comments. Final submission must be accepted by the Government no later than 30 days prior to demonstrated testing of equipment. Manuals shall be revised and updated as required, including changes resulting from site specific conditions.<br><br>B. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report.<br><br>C. The Equipment and Maintenance Manuals shall describe the operation, maintenance, parts listings, and other instructions applicable to the equipment used for this contract. |                                 |  |                          |                               | SFIL-NSM             | 2             | 2            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | SFIL-CMS             | 1             | 1            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | SFIL-CME             | 1             | 1            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | AMSMC-PAE-D          | 1             | 1            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | TEU                  | 1             | 1            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | AED                  | 2             | 1            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | DDCC                 | 0             | 2            |                     |  |               |                        |          |
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|   |                                 |  |                          |                               |                      |               |              |                     |  | <b>TOTAL:</b> | <b>8</b>               | <b>9</b> |
|   |                                 |  |                          |                               | <i>Prepared by:</i>  |               | <i>Date:</i> | <i>Approved By:</i> |  | <i>Date:</i>  | <i>Version:</i><br>1.0 |          |

## Deliverable Item Technical Specification

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Non-Stockpile Chemical Warfare Materiel

Deliverable Item Technical Specification

|   |                          |  |                   |                        |               |                            |        |              |    |
|---|--------------------------|--|-------------------|------------------------|---------------|----------------------------|--------|--------------|----|
| Contract Title:<br>Non-Stockpile Systems Contractor II  |                          | Specification Title:<br>Maintenance Procedures |                   |                        |               |                            |        |              |    |
| Deliverable No.<br>D034   | Acquisition Document No. | Frequency:<br>As Required                      | First Submission: | Subsequent Submission: | Distribution: |                            |        |              |    |
|   |                          |  |                   |                        | Addressee     | Copies<br>Draft      Final |        |              |    |
| <div>Remarks:</div> <div>A. The Contractor shall develop procedures which follow the guidelines of the attached DID DI-ILSS-80493. The Government reserves the right to make comments within 30 days of draft submission. Government approved final procedures must be issued no later than 30 days prior to start of equipment operations. This plan shall be updated as required.</div> <div>B. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report.</div> <div>ATTACHMENT: DID DI-ILSS-80493</div> |                          |  |                   |                        | SFIL-NSM      | 3                          | 2      |              |    |
|   |                          |  |                   |                        | SFIL-CMS      | 1                          | 1      |              |    |
|   |                          |  |                   |                        | SFIL-CME      | 1                          | 1      |              |    |
|   |                          |  |                   |                        | SFIL-CMI      | 1                          | 1      |              |    |
|   |                          |  |                   |                        | AMSMC-PAE-D   | 1                          | 1      |              |    |
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## DATA ITEM DESCRIPTION

Form Approved  
GSA No. 0704-0100

|   |  |   |                          |
|---|--|---|--------------------------|
| 2. TITLE<br>Maintenance Procedures  |  | 1. IDENTIFICATION NUMBER<br>DI-ILSS-80493 |                          |
| 3. DESCRIPTION/PURPOSE<br>3.1 Maintenance Procedures (MPs) are used to provide detailed instructions for preventive maintenance and alignment or adjustment of equipment. They are necessary to ensure accomplishment of specific and discrete tasks that are not outlined in formal technical publications.  |  |   |                          |
| 4. APPROVAL DATE<br>(YYMMDD)<br>871208  | 5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)<br>F/AFSPACECOM-LKMM | 6a. DTIC REQUIRED                         | 6b. GPOEP REQUIRED       |
| 7. APPLICATION/INTERRELATIONSHIP<br>7.1 This data item description contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.<br>7.2 This item is applicable to O&M contracts wherein the contractor is responsible for operation and maintenance of equipment.   |  |   |                          |
| 8. APPROVAL LIMITATION  |  | 9a. APPLICABLE FORMS                      | 9b. AMSC NUMBER<br>F4273 |
| 10. PREPARATION INSTRUCTIONS<br>10.1 <u>General.</u> Maintenance Procedures shall be on standard size (8 1/2 x 11) bond paper suitable for production of multiple copies. The final reproduced copies shall be suitable for insertion in standard three-ring, loose-leaf binders.<br>10.2 <u>Style and Contents.</u> Maintenance Procedures shall be a set of simplified job instructions presented in step-by-step fashion and in a logical sequence for accomplishing work in the most rapid and accurate manner possible. Instructions shall enable personnel of apprentice level to accomplish all preventive maintenance work required to ensure continuous operation of the equipment. The level of instructions should be compatible with the skill level of newly-assigned contractor personnel having limited practical experience on the equipment involved. Style and contents of MPs shall be as follows:<br>a. MPs shall be in the form of "Routines" which shall be divided into three categories (or types) as follows:<br><br>(Continued on page 2) |  |   |                          |
| 11. DISTRIBUTION STATEMENT<br><br>DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.   |  |   |                          |

## 10. Preparation Instructions (continued)

(1) Performance Routines (type 4). Performance routines shall contain instructions for accomplishing all performance tests necessary to ensure that the equipment meets minimum performance standards. Performance tests shall cover all significant overall functions of the equipment and shall be so designed as to enable apprentice level maintenance personnel to determine if the equipment is operating correctly. The tests shall be designed to produce specific tangible results in terms of units of measurement. Performance routines shall give minimum standards of performance under normal operating conditions, together with permissible tolerances, in such a manner that maintenance personnel may compare actual test results against the standards and thus determine whether or not the equipment is operating correctly. Performance routines should not direct that meter readings, dial settings, etc., be permanently recorded, except where required to determine performance degradation. Whenever possible, performance routines shall be those which can be made while the equipment is in operation. Examples of performance routines are:

Power Output

Sensitivity Check

Signal-Noise Ratio

Minimum Discernible Signal

Frequency Check

Electrical-Mechanical Characteristics

Doppler Read Out Accuracy

(2) Alignment or Adjustment Routines (type 5). Alignment or adjustment routines shall contain instructions for performing scheduled alignment or adjustment, and alignment and adjustment necessary to restore the equipment to proper operation if the performance standards are not met. These routines shall bear a title for specific identification, ~~for example, "RECEIVER AFC ALIGNMENT"~~. These routines shall consist of instructions for alignment, adjustment, tuning, and turning the equipment on and off (if necessary). An alignment, or adjustment routine may contain one, all, or any combination of these instructions. Interacting adjustments or adjustments logically performed in sequence should be covered in the same routine. Instructions for troubleshooting, repair procedures, parts replacement and other corrective work is beyond the scope of these routines and shall not be included. The instructions shall cover electronic, electrical, mechanical, and any other aspects of the equipment. Lengthy instructions for an adjustment shall be organized logically into a number of procedures which shall, in turn, be divided into a number of steps. For each adjustment, a readily discernible effect or indication shall be given with minimum and maximum tolerances in units of measurement wherever possible. Meter readings or waveforms shall be included, when applicable, to provide the technician with the desired results for each procedural step.



10. Preparation Instructions (continued)

(3) Servicing Routines (type 6). Servicing routines shall contain instructions for performing all cleaning, inspection, and lubrication. A routine may consist of separate instructions for cleaning, inspection or lubrication, or any combination of these to provide the type of instructions required. These routines shall be organized by type (cleaning, inspection, or lubrication) or by recommended schedule of accomplishment (daily, every seven days, every 30 days, etc.) according to the complexity of, and requirements for, the equipment concerned. Lubrication routines may be supported by lubrication diagrams or figures with lubrication points indexed.

b. Each routine shall be complete within itself, including all applicable illustrations.

c. MPs shall be written in personalized style (use of second person). Material shall be factual, specific, and concise.

d. The sole purpose of each sentence, paragraph, illustration, and other content of the MPs shall be to give detailed instructions on how to perform specific work.

e. Language used shall be readily understandable to personnel who have had training in basic electronics, but only limited training on the subject equipment. Technical phraseology requiring specialized knowledge shall be avoided unless no other wording will convey the intended meaning.

f. Theoretical explanations of equipment performance or design, other than to highlight a NOTE, CAUTION, or WARNING shall not be included.

g. MPs may be printed on one side or both sides of the paper as determined by convenience of publication and use. More than one routine can be covered in a specifically numbered MP providing all of the routines are of the same type (4, 5 or 6) and are to be performed during a single period of maintenance. Routines shall be sequenced within each group in a logical order of performance.

h. One set of MPs shall cover each end item (~~e.g. AN/FPS-50, AN/FSQ-37, etc.~~). Each set shall be identified by an unique number.

10.3 Security Classification. MPs shall be classified in accordance with appropriate security classification guide.

10.4 Format. MPs shall be in the following format:

a. They shall have a "Title" page for each set and it shall be as shown in Figure 1.

b. There shall be an "A" Page for each set of MPs and it shall be as shown in Figure 2.

c. Each set shall have a "Table of Contents" as shown in Figure 3.

10. Preparation Instructions (continued)

d. MPs shall contain a "Foreword" page as shown in Figure 4.

e. A "Recommended Schedule for Accomplishment of Routines" shall be included in each set of MPs and it shall be as shown in Figure 5. This schedule shall list each routine in numerical order and shall indicate the recommended interval (in days) each routine will be performed. Alignment or adjustment routines, normally performed on an "as-required" basis, shall also be identified in this schedule.

f. Routines shall be as shown in Figure 6. Each routine shall contain the following paragraphs in the sequence given:

(1) General Information. This paragraph shall briefly outline the purpose of the routine, the equipment models covered, and any information of a general nature. All safety precautions shall be highlighted in this section.

(2) Test, Measurement, and Diagnostic Equipment (TMDE) Required. This paragraph shall list all TMDE required to perform this routine.

(3) Tools and Material Required. This paragraph shall identify all tools and materials (other than TMDE) required to perform this routine. Identify other routines, by number, that are required for full accomplishment of this routine. Fabrication instructions for simple devices such as adapters, etc., shall be included and shall be sufficiently complete to allow accurate and rapid fabrication of the item. Fabrication instructions for special test fixtures and complex test jigs should not be included.

(4) Manhour Requirements. This paragraph shall list the number of people required to effectively accomplish the routine and the average time for accomplishment. Time shall be specified in manhours when it is one hour or more and in minutes when it is less than one hour.

(5) Procedure. This portion of the routine shall consist of step-by-step instructions for performing the work involved. Precautions and warnings to be observed during performance shall be highlighted, with particular emphasis on safety of personnel and equipment. Specific instructions shall be given when necessary as to control settings and functions of the TMDE listed. Any steps necessary to ensure correct interpretations of readings and other observations shall be included. All steps shall be arranged in logical work performance sequence.

10. Preparation Instructions (continued)

g. Paragraphs and procedural steps within routines shall be indented and numbered as follows:

1.

a.

(1)

(a)

1.

a.

h. Routines shall be numbered as follows:

(1) The first numeral of the routine shall be an Arabic numeral and shall distinguish the type of routine, i.e., "4" for Performance Routines, "5" for Alignment or Adjustment Routines, and "6" for Servicing Routines. This number shall be followed by a dash (-).

(2) The routines within each type shall be numbered consecutively, beginning with Arabic numeral "1". This shall be the second numeral of the routine.

(3) A suffix shall be used to identify where the routine can be performed with the equipment operational (on-line) or not operational (off-line). The letters "G" or "R", respectively, shall be used. This suffix, preceded by a dash (-), shall follow the second number of the routine.

i. MP pages within a set shall be numbered (using Arabic numerals) by routine type number (i.e., 4, 5 or 6) followed by a dash and the page number (in the same manner as sectionalized manuals are page numbered). For example, the front side of the first performance routine sheet is numbered 4-1, continued consecutively through the Type 4 routines. Alignment and Adjustment routine pages are similarly and consecutively numbered 5-1, 5-2, etc. Servicing routine pages are numbered 6-1, 6-2, etc. The title page shall not be numbered.

j. When a routine consists of more than one sheet, the sheet number (as related to the total number of sheets for that particular routine) shall be shown in the box heading on the front page of the sheet, only. For example: "Sheet No. 2 of 5"; etc.

k. The Army/Navy (AN) nomenclature shall be used as the equipment designator at the top of each page of the routine for those equipments having an AN nomenclature. The common name shall be used for those equipments that are not nomenclatured.

10. Preparation Instructions (continued)

1. References to panel markings shall be exactly as they appear on the equipment.
- m. The first time a component is referenced in a routine, it shall be identified by its common name, followed by the official nomenclature in parentheses. Thereafter, only the common name need to be used.
- n. References within a routine to steps within the same routine are permissible, but excessive references within a routine should be avoided. References to other publications for alignment routines is permissible. Routines listed under the "Materials Required" section shall be indicated in the procedural steps.
- o. Illustrations for accomplishment of routines shall be included in the applicable routines as required to ensure efficient and effective accomplishment of the maintenance action. Schematic diagrams, block diagrams (except test set-ups), and other abstract presentations shall not be used. Pictorial drawings and photographs of equipment assemblies, as well as graphical presentations, are typical of acceptable types of illustrations. Illustrations referenced in the text shall be included in the routine. Only call-outs that are referenced in the text shall appear on the illustrations. Illustrations shall be numbered consecutively within each routine, using Arabic numerals. These numerals shall precede the title at the bottom of the illustration.

10.5 Changes. MPs prepared to replace existing routines or portions thereof shall bear the same routine number and page number as the original. If additional pages are added because of a changed routine, the additional pages shall be numbered within the set with a suffix letter, i.e., A, B, C, etc. A new routine which is added to a set of routines shall be inserted after the last page in the routine category in which it belongs and shall be assigned the next routine page number in order, or it may replace a routine that has been deleted. When a routine is deleted, the page(s) is removed from the set and a new page, bearing the original headings, shall be inserted in its place with the notation "ROUTINE (insert routine number) DELETED" shown below the heading. Page numbers that have been deleted within the set shall also be shown.

DI-ILSS-80493

10. Preparation Instructions (continued)

PNWS 203-FPS50-36

PREVENTIVE MAINTENANCE WORKCARD SET

FOR

RADAR SET AN/FPS-50(V)  
DETECTION RADAR RF COMPONENTS  
(SITES I AND II)

Supersedes MCD-1/2-3202-04 dated 1 November 1964

4 April 1974

FIGURE 1. Sample Title Page

Page 7 of 12 Pages

3835

C-11

DI-ILSS-80493

10. Preparation Instructions (continued)

PMWS 203-FPS50-36

List of effective sheets issued.  
Insert latest change sheets.  
Destroy superseded sheets.

Basic Date  
4 April 1974

Change Date

Total number of pages in this document is 42, consisting of the following:

| Routine No. | Sheet No. | Issue    |
|-------------|-----------|----------|
| 4-301-G     | 1 of 1    | Original |
| 4-302-G     | 1 thru 2  | Original |
| 4-303-G     | 1 thru 2  | Original |
| 5-301-G     | 1 thru 3  | Original |
| 5-302-G     | 1 thru 3  | Original |
| 5-303-G     | 1 thru 4  | Original |
| 6-301-G     | 1 of 1    | Original |
| 6-302-G     | 1 of 1    | Original |
| 6-303-G     | 1 of 1    | Original |
| 6-304-G     | 1 thru 2  | Original |
| 6-305-G     | 1 thru 3  | Original |

FIGURE 2. Sample "A" Page

10. Preparation Instructions (continued)

PMWS 203-FPS50-36

TABLE OF CONTENTS

| ROUTINE<br>NO. | TITLE   |
|----------------|---|
|                | Foreword  |
|                | Recommended Schedule for Accomplishment of Routines     |
|                | <u>PERFORMANCE ROUTINES</u>                             |
| 4-301-G        | VSWR Indicator and Line Tuner Operation Check           |
| 4-302-G        | Line Tuner Operation Check                              |
| 4-303-G        | VSWR Indicator Check                                    |
|                | <u>ADJUSTMENT ROUTINES</u>                              |
| 5-301-G        | Line Tuner Adjustment                                   |
| 5-302-G        | Normalize and VSWR Indicator Adjustment and Alignment   |
| 5-303-G        | Coaxial Cable and Directional Coupler Calibration       |
|                | <u>SERVICE ROUTINES</u>                                 |
| 6-301-G        | Equipment Exterior Cleaning and Inspection              |
| 6-302-G        | Waveguide RF Switch Lubrication                         |
| 6-303-G        | RF Transmission Line Switch Lubrication                 |
| 6-304-G        | Line Tuner Gearbox Assembly and Tuner Shaft Lubrication |
| 6-305-G        | Waveguide RF Switch Lubrication and Inspection          |

FIGURE 3. Sample Table of Contents

10. Preparation Instructions (continued)

PMWS 203-FPS50-36

FOREWORD

1. **PURPOSE.** This instruction establishes standardized work methods and simplified step-by-step job instructions for the preventive maintenance of this equipment.
2. **SCOPE.** The provisions of this instruction are applicable to all organizations maintaining this equipment.
3. **RESPONSIBILITIES.** It is the responsibility of the Maintenance Supervisor to:
  - a. Make frequent comparisons of the routines listed in this instruction with the maintenance instructions contained in the current technical orders, technical order revisions, and Time Compliance Technical Orders on this equipment.
  - b. Forward recommended corrections, changes, and additions to this instruction as directed in CEMMOI 66-12.
  - c. Ensure the proper maintenance of the log and forms required by the OO-20 series T.O.s.
4. **APPLICABLE EQUIPMENT.** Following is a list of equipment covered by this document:

EQUIPMENT  
NOMENCLATURE

LOCATION

SITE I

|                            | BLDG 1         | BLDG 2         | BLDG 3         |
|----------------------------|----------------|----------------|----------------|
| Switch, Transfer Coax      | BA28 thru 40   | BA431 thru 438 | BA745 thru 757 |
| Switch, Transfer Waveguide | BA139 thru 162 | BA533 thru 541 | BA858 thru 880 |

SITE II

|                            | BLDG 101       | BLDG 102       |
|----------------------------|----------------|----------------|
| Switch, Transfer Coax      | BB95 thru 103  | BB527 thru 537 |
| Switch, Transfer Waveguide | BB181 thru 201 | BB545 thru 563 |

5. **TECHNICAL PUBLICATIONS.** Technical publications listed below pertain to the above equipment:

FIGURE 4. Sample Foreword



## 10. Preparation Instructions (continued)

PMVS 203-FPS50-36

## RECOMMENDED SCHEDULE FOR ACCOMPLISHMENT OF ROUTINES

(Except as noted, intervals are in days. For example, 7 means every seventh day, 8 hours means every eight hours.)

| Routine Number | Continuous Operation |
|----------------|----------------------|
| 4-301-G        | 7                    |
| 4-302-G        | 90                   |
| 4-303-G        | 180                  |
| 5-301-G        | As Required          |
| 5-302-G        | 180                  |
| 5-303-G        | 360                  |
| 6-301-G        | 90                   |
| 6-302-G        | 360                  |
| 6-303-G        | 360                  |
| 6-304-G        | 360                  |
| 6-305-G        | 360                  |

FIGURE 5. Sample Recommended Schedule for Accomplishment of Routines

## 10. Preparation Instructions (continued)

| Routine No. | Sheet No. | Equip Designator | Publication No.      | Basic Date | Change Date |
|-------------|-----------|------------------|----------------------|------------|-------------|
| 4-301-G     | 1 of 1    | AN/FPS50(V)      | PMWS<br>203-FPS50-36 | 4 Apr 74   |             |

## PERFORMANCE ROUTINE - VSWR INDICATOR AND LINE TUNER OPERATION CHECK

## 1. GENERAL INFORMATION

a. The purpose of this routine is to provide a detailed procedure for checking the operation of the VSWR indicators (Standard Wave Ratio Indicator Group PRD3294OG2) and Line Tuners (Waveguide Tuners TN-355/FPS50(V) Site I or TN-355A/FPS50(V) Site II).

b. To perform these checks, it is not necessary to take the equipment off line.

## 2. TEST, MEASUREMENT, AND DIAGNOSTIC EQUIPMENT REQUIRED

None

## 3. TOOLS AND MATERIALS REQUIRED

None

## 4. CREW SIZE AND MANHOURS REQUIRED

a. One (1) person

b. 12 minutes

## 5. PROCEDURE

a. Normalize the VSWR indicator and check for a VSWR of less than 1.22.

b. If necessary, adjust the line tuner for a minimum VSWR indication. If a VSWR of less than 1.22 cannot be obtained, have scanner personnel adjust the antenna line tuner associated with that RF Group line tuner.

c. Check for servo hunting in the line tuner by observing the Veeder Root Counters for oscillation.

NOTE: If oscillations are observed, refer to Routine 5-301-G, Line Tuner Adjustment

FIGURE 6. Sample Routine

## Deliverable Item Technical Specification

|   |                          |                                   |                   |                        |               |                      |   |
|---|--------------------------|-----------------------------------|-------------------|------------------------|---------------|----------------------|---|
| Contract Title:<br>Non-Stockpile Systems Contractor II  |                          | Specification Title:<br>Test Plan |                   |                        |               |                      |   |
| Deliverable No.<br>D035   | Acquisition Document No. | Frequency:<br>As<br>Required      | First Submission: | Subsequent Submission: | Distribution: |                      |   |
|   |                          |                                   |                   |                        | Addressee     | Copies<br>DraftFinal |   |
| <p>Remarks:</p> <p>A. All equipment tests shall be performed in accordance with Contractor-prepared and Government approved test plans. Plans shall include the Contractor's proposed types and quantities of simulated CWM required for the tests.</p> <p>B. The requirements of this report may be tailored with written approval from the COR, to be included with the submitted final document. The Government reserves the right to make comments, and will submit comments and suggested revisions to the Contractor within 30 days of receipt of draft. Government approved final Test Plans must be issued no later than 15 days prior to initiation of test operations.</p> <p>C. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report.</p> |                          |                                   |                   |                        | SFIL-NSM      | 3                    | 2 |
|   |                          |                                   |                   |                        | SFIL-CMS      | 2                    | 1 |
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|   |                          |                                   |                   |                        | AMSMC-PAE-D   | 0                    | 1 |
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| Prepared by:  |                          | Date:                             | Approved By:      |                        | Date:         | Version:<br>1.0      |   |

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|---|--------------------------|-----------------------------------|
| Deliverable No.<br>D035   | Acquisition Document No. | Specification Title:<br>Test Plan |
| <p><i>Instructions for Preparation:</i></p> <p>The Test Plan outlines the plans and performance objectives at every level of testing on systems or equipment. It provides the Government the test concept, objectives and requirements to be satisfied, test methods, elements, responsible activities associated with the testing measures required, and recording procedures to be used. This plan shall document in detail the Contractor's plan for conducting tests and analyzing the test results to show how the system, when fielded, will satisfy the requirements of the applicable design specification. This plan shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• A cover sheet which includes the title of test to be conducted, identification of system being tested, contractor's name and address, the contract number, the nomenclature of the system or program, the period covered by the plan, either the serial number of the report or the Deliverable Number, the security classification, signature blocks, and the name of the issuing Government activity</li> <li>• A detailed introduction describing the objectives of the test plan, flow diagrams, milestones, personnel participation, locations, schedules, and security measures</li> <li>• Master test list including all tests to be accomplished in the order they are performed           <ul style="list-style-type: none"> <li>• Test description</li> <li>• Applicable specification, including title, identification number, paragraph number, title of test, functional category of test</li> <li>• Parameters, to include number of cycles and specific parameters observed</li> <li>• Special tests, to include description and rationale for verification of performance to specification</li> <li>• Test classification category</li> <li>• Test objectives               <ul style="list-style-type: none"> <li>• Success/failure criteria</li> <li>• Baseline</li> <li>• Duration</li> <li>• Quantity of test</li> </ul> </li> <li>• Test equipment, including description, nomenclature, and serial numbers</li> <li>• Support equipment, including description, nomenclature, serial number, calibration constants, calibration procedures, and operating instructions</li> <li>• Special test equipment, including special fabrication, description, nomenclature, and date required</li> <li>• Description of approach for and steps required for each test</li> <li>• Type, quantity, and location of instrumentation and data recording systems used for the test</li> <li>• Data reduction and analysis procedures for data evaluation</li> <li>• Facility requirements, including location, duration, and Government support requirements</li> </ul> </li> <li>• Overview of the test results validation procedures</li> </ul> |                          |                                   |

## Deliverable Item Technical Specification

Page 1 of 1

# Non-Stockpile Chemical Warfare Materiel

## Deliverable Item Technical Specification

|   |                                 |   |                          |                               |                      |                        |              |
|---|---------------------------------|---|--------------------------|-------------------------------|----------------------|------------------------|--------------|
| <i>Contract Title:</i><br>Non-Stockpile Systems Contractor II   |                                 | <i>Specification Title:</i><br>Proof of Laboratory Operator's Certification |                          |                               |                      |                        |              |
| <i>Deliverable No.</i><br>D037  | <i>Acquisition Document No.</i> | <i>Frequency:</i><br>As<br>Required   | <i>First Submission:</i> | <i>Subsequent Submission:</i> | <i>Distribution:</i> |                        |              |
|   |                                 |   |                          |                               | <i>Addressee</i>     | <i>Copies</i>          |              |
|   |                                 |   |                          |                               |                      | <i>Draft</i>           | <i>Final</i> |
| <i>Remarks:</i><br>A. Report of laboratory operator's certification shall be submitted no later than 30 days after completion of certification process. The Government shall require 30 days for review and approval of certification.<br><br>B. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report. |                                 |   |                          |                               | SFIL-NSM             | 0                      | 1            |
|   |                                 |   |                          |                               | SFIL-CMS             | 0                      | 1            |
|   |                                 |   |                          |                               | SFIL-CME             | 0                      | 1            |
|   |                                 |   |                          |                               | AMSMC-PAE-D          | 0                      | 1            |
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| <i>Prepared by:</i>   |                                 | <i>Date:</i>  | <i>Approved By:</i>      |                               | <i>Date:</i>         | <i>Version:</i><br>1.0 |              |

|  |                          |  |
|--|--------------------------|--|
| Deliverable No.<br>D037  | Acquisition Document No. | Specification Title:<br>Proof of Laboratory Operator's Certification |
| <p><i>Instructions for Preparation:</i></p> <p>Certification data is required to verify that specific qualifications have been obtained, tests have been performed, parts/assemblies/equipment/systems have been installed, tested, inspected, and are ready for operation, personnel have specific qualifications to perform assignments/operations/inspections, or to certify identity, interchangeability, compatibility, reliability, or completeness of documentation being prepared or reviewed. The technical effort involved will be the result of task order specification. This document shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• A cover sheet which includes the identification of laboratory being certified, contractor's name and address, the contract number, the period covered by the certification, either the serial number of the report or the Deliverable Number, the security classification, signature blocks, and the name of the approving Government activity</li> <li>• A discussion of the purpose and applicability of this certification</li> <li>• Certification of completion, that all tests have been performed, inspections made, parts/assemblies/equipment/systems have been installed, tested, inspected, and are ready for operation, or that specific qualifications have been obtained with objective evidence</li> <li>• Certification of personnel, having the specific qualifications with supporting documentation, for the performance of their specific assignment, inspection, or operations</li> <li>• Certification of data reviews, that documentation/data has been reviewed with the "depth" of the examination and results, with deficiencies and corrective actions noted</li> <li>• Certification of compliance, that all subject regulations and specification requirements are met</li> <li>• Supplemental information, including drawings, diagrams, and photographs, as needed</li> <li>• Signature of Contractor's representative responsible for ensuring that the services being delivered are in accordance with the contract requirements</li> </ul> |                          |  |

# Non-Stockpile Chemical Warfare Materiel

## Deliverable Item Technical Specification

|   |                                 |  |                          |                               |                      |               |              |                     |  |               |                        |          |
|---|---------------------------------|--|--------------------------|-------------------------------|----------------------|---------------|--------------|---------------------|--|---------------|------------------------|----------|
| <i>Contract Title:</i><br>Non-Stockpile Systems Contractor II   |                                 | <i>Specification Title:</i><br>Environmental Non-Compliance Report |                          |                               |                      |               |              |                     |  |               |                        |          |
| <i>Deliverable No.</i><br>D038  | <i>Acquisition Document No.</i> | <i>Frequency:</i><br>As<br>Required                                | <i>First Submission:</i> | <i>Subsequent Submission:</i> | <i>Distribution:</i> |               |              |                     |  |               |                        |          |
|   |                                 |  |                          |                               | <i>Addressee</i>     | <i>Copies</i> |              |                     |  |               |                        |          |
|   |                                 |  |                          |                               |                      | <i>Draft</i>  | <i>Final</i> |                     |  |               |                        |          |
| <i>Remarks:</i><br>A. The Contractor shall submit a report of Environmental Non-Compliance within 30 days of notification. The Government shall require 2 days to review and provide comments. The Contractor shall revise and resubmit within 5 days of receipt of Government comments. An annual report is required, and shall be submitted even in the event no non-compliance findings occurred during the reporting period.<br><br>B. Reports shall include dates, times, materials involved, quantity, locations, personnel involved, circumstances of non-compliance, corrective actions taken, and any other pertinent information.<br><br>C. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report.<br><br>D. This report shall provide the Government a permanent record of Environmental Non-Compliance. |                                 |  |                          |                               | SFIL-NSM             | 0             | 2            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | SFIL-CMS             | 0             | 1            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | SFIL-CME             | 0             | 2            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | AMSMC-PAE-D          | 0             | 1            |                     |  |               |                        |          |
|   |                                 |  |                          |                               | DDCC                 | 0             | 2            |                     |  |               |                        |          |
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|   |                                 |  |                          |                               |                      |               |              |                     |  | <b>TOTAL:</b> | <b>0</b>               | <b>8</b> |
|   |                                 |  |                          |                               | <i>Prepared by:</i>  |               | <i>Date:</i> | <i>Approved By:</i> |  | <i>Date:</i>  | <i>Version:</i><br>1.0 |          |



## Deliverable Item Technical Specification

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## Deliverable Item Technical Specification

Page 1 of 2

|   |                          |  |
|---|--------------------------|--|
| Deliverable No.<br>D040   | Acquisition Document No. | Specification Title:<br>Automatic Data Processing Equipment Status Reports |
| <p><i>Instructions for Preparation:</i></p> <p>This data will be used to update the Automatic Data Processing Equipment (ADPE) inventory. This document shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Custodian name and phone number</li> <li>• Task Order and Contract numbers</li> <li>• Machine number</li> <li>• Features</li> <li>• Status, including inbound equipment, received but not installed, installed, excess, turned-in, or disposed</li> <li>• Supplier</li> <li>• Manufacturer</li> <li>• Type</li> <li>• Model</li> <li>• Description</li> <li>• Serial number</li> <li>• Location</li> <li>• Purchase or lease cost</li> </ul> |                          |  |

## Deliverable Item Technical Specification

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|   |                          |                                     |
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| Deliverable No.<br>D041   | Acquisition Document No. | Specification Title:<br>Lesson Plan |
| <p><i>Instructions for Preparation:</i></p> <p>This plan shall be a written outline for instruction which provides specific definition and direction to the instructor on learning objectives, equipment, instructional media requirements, and the conduct of training.. This document shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Front matter in accordance with Appendix C of MIL-STD-1379</li> <li>• Lesson topics, which provide coverage of the course objectives           <ul style="list-style-type: none"> <li>• Administrative information               <ul style="list-style-type: none"> <li>• Course title</li> <li>• Course number</li> <li>• Lesson plan number</li> <li>• Date of preparation</li> <li>• Topic/task</li> <li>• Time breakdown (overall, classroom, laboratory, etc.)</li> <li>• References</li> <li>• Learning objectives</li> <li>• Teaching points</li> <li>• Equipment required for the instruction</li> <li>• Instructional aids</li> <li>• Testing requirements</li> <li>• List of supporting papers</li> <li>• Supporting papers</li> <li>• Trainee instructional materials</li> <li>• Multiple instructor requirements</li> <li>• Instructional guidance</li> <li>• Classroom, training area, range requirements</li> <li>• Safety precautions related to the course</li> </ul> </li> <li>• Introduction               <ul style="list-style-type: none"> <li>• Overview</li> <li>• Motivation</li> <li>• Gain attention</li> <li>• Statement of objectives</li> <li>• Safety precautions related to the lesson</li> <li>• Review of materials previously presented and related to the new lesson topic</li> </ul> </li> <li>• Body, which shall provide the new instructional material sequenced to ensure the maximum transfer of knowledge, providing the detail necessary to support the efforts of newly assigned instructors               <ul style="list-style-type: none"> <li>• Presentation</li> <li>• Discussion points/outline of instruction</li> <li>• Learning activities</li> <li>• Application</li> <li>• Evaluation</li> <li>• Intermediate summaries as required</li> <li>• Individual objectives consisting of the following:                   <ul style="list-style-type: none"> <li>• Objective number</li> <li>• Objective statement</li> <li>• Instructional methods</li> <li>• Time required to present material</li> </ul> </li> <li>• Media cues</li> <li>• Helps</li> <li>• Questions</li> <li>• Answers to questions</li> <li>• Practice</li> </ul> </li> </ul> </li> </ul> |                          |                                     |

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|--|--------------------------|-------------------------------------|
| Deliverable No.<br>D041  | Acquisition Document No. | Specification Title:<br>Lesson Plan |
| Instructions for Preparation: <ul style="list-style-type: none"> <li>• Conclusion             <ul style="list-style-type: none"> <li>• Review/summary</li> <li>• Assignments for the trainee</li> <li>• Transition information necessary to proceed to the next topic</li> <li>• Test/evaluation of objectives</li> <li>• Critique of course as applicable</li> </ul> </li> <li>• Trainee guide answer keys, which provide answers to questions in the associated Trainee Guide, for instructor use</li> </ul> |                          |                                     |

## Deliverable Item Technical Specification

Page 1 of 2

|   |                          |                                       |
|---|--------------------------|---------------------------------------|
| Deliverable No.<br>D042   | Acquisition Document No. | Specification Title:<br>Trainee Guide |
| <p><i>Instructions for Preparation:</i></p> <p>The Trainee Guide provides materials that enhance the trainee's mastery of those knowledge and skills needed for a given subject. These materials may be in the form of information, diagram, job, assignment, problem, and outline sheets. This document shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Front matter in accordance with Appendix C of MIL-STD-1379</li> <li>• The guide shall consist of:             <ul style="list-style-type: none"> <li>• Information sheets which provide additional, amplifying, or background information essential for the trainee, but not contained in the technical manuals or other official documentation                 <ul style="list-style-type: none"> <li>• Title and identification of information sheet</li> <li>• Narrative describing the purpose/intent of the information sheet</li> <li>• List of references used to develop the information sheet</li> <li>• Materials designed to aid the trainee in comprehending the instructional topic and not contained in the technical manuals or other curricula</li> </ul> </li> <li>• Diagram sheets which provide illustrative material, such as sketches, instructional media, or any diagram deemed important to the trainee</li> <li>• Job sheets which direct the trainee to use technical documentation, if available, in the step-by-step performance of tasks or functions encountered in the operational environment                 <ul style="list-style-type: none"> <li>• Title and identification number</li> <li>• Narrative describing the purpose and intent</li> <li>• List, by nomenclature, of all equipment required for accomplishing the job</li> <li>• List of all reference documentation required to perform the task or function</li> <li>• Job steps listing the procedures for performing a task or function without duplicating data in the technical manual, with critical job steps identified for instructor's initials for completion</li> <li>• Self test questions providing an exercise in decision making similar to that required in the operational environment.</li> </ul> </li> </ul> </li> </ul> |                          |                                       |



## Deliverable Item Technical Specification

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## DATA ITEM DESCRIPTION

Form Approved  
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188) Washington, DC 20503.

|  |   |  |                         |
|--|---|--|-------------------------|
| 1 TITLE<br>TRAINING SYSTEM UTILIZATION HANDBOOK  |   | 2 IDENTIFICATION NUMBER<br>DI-ILSS-81096 |                         |
| 3 DESCRIPTION/PURPOSE<br>3.1 The Training System Utilization Handbook is designed for user personnel to aid them in operating and achieving full utilization of a training system during the presentation of a course(s) of instruction, training exercise(s) or missions.   |   |  |                         |
| 4 APPROVAL DATE<br>(YYMMDD)<br>901205  | 5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)<br>SH | 6a DTIC APPLICABLE                       | 6b GIDEP APPLICABLE     |
| 7 APPLICATION/INTERRELATIONSHIP<br>7.1 This data item description (DID) contains the format and content preparation instructions for the Training System Utilization Handbook resulting from the work task described in Task 303.4.2 of MIL-STD-1379.<br>7.2 It is not intended that all the requirements contained herein should be applied to every program or program phase. Portions of the DID are subject to (Continued on Page 2)   |   |  |                         |
| 8 APPROVAL LIMITATION  |   | 9a. APPLICABLE FORMS                     | 9b AMSC NUMBER<br>N5067 |
| 10 PREPARATION INSTRUCTIONS<br>10.1 <u>Reference documents.</u> The applicable issue of documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.<br>10.2 <u>Style and format.</u> Style and format shall be in accordance with Appendix C of MIL-STD-1379.<br>10.3 <u>Content.</u> Content shall be as follows:<br>a. Front Matter<br>b. Purpose of the Training System Utilization Handbook<br>c. Description of the Training System<br>d. Training System Operating Procedures<br>e. Learning Objectives<br>f. Emergency Procedures<br>g. Reference and Text Materials<br>h. Training Syllabus<br>i. Training Exercises<br>j. Formulation of New Training Exercises<br>k. Training System Administrator's Guide<br>l. Training System User's Guide<br>(Continued on Page 2) |   |  |                         |
| 11 DISTRIBUTION STATEMENT<br>DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.   |   |  |                         |

Block 7, Application/Interrelationship (Continued)

deletion tailoring depending upon the program phase in which it is applied in the contract.

7.3 This DID supersedes DI-H-7076, DI-H-25729B, DI-ILSS-80087, DI-ILSS-80552, and DI-ILSS-80805.

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Block 10, Preparation Instructions (Continued)

10.3.1 Front matter. Content of the front matter shall be in accordance with Appendix C of MIL-STD-1379.

10.3.2 Purpose of the Training System Utilization Handbook. This section shall:

- a. Describe the purpose of the Handbook
- b. Explain how to utilize the Handbook to operate the training system for maximum effectiveness.

10.3.3 Description of the training system. This section shall consist of:

- a. A description of the training system.
- b. A list and description of all systems, subsystems, etc., which comprise the training system.
- c. A description of the training system capabilities that will assist the instructor during the presentation of a course of instruction.
- d. A description of the training system limitations.
- e. A list of malfunctions that can be presented.
- f. A description of the operating parameters (environment, facilities, safety, etc).

10.3.4 Training system operating procedures. This section shall provide:

- a. Performance characteristics - A list of the configuration and performance characteristics of the training system.
- b. Functional description - A description of the training system instructor controls and displays used for training, and a description of the student station(s) and their controls and displays shall be provided. Each control and display shall be keyed to a picture of the actual equipment to provide easy identification of the items. A functional description of each control and display shall be provided. Controls and displays shall be covered as related groups or major panels/sections. The functional description of each simulation equipment control and display shall depict the status or malfunction of a particular system or equipment, and a detailed description provided beside each indicator as to what is being and what is not being depicted, affected, displayed, or is exclusive of other indicators and controls.

Block 10, Preparation Instructions (Continued)

- c. Operational instructions - Complete step-by-step instructions shall be listed which provide:
    - (1) Training System equipment preparation considerations/assumptions.
    - (2) Procedures for placing the training system in a power-on/turn-on condition.
    - (3) Procedures for checking the training system to ensure proper operation.
    - (4) Procedures for "loading" the computer programs and files onto the training system, including the use of all computers and peripherals.
    - (5) Procedures for inserting malfunctions and generating training problems.
    - (6) Procedures for operating the training system during exercises.
    - (7) Procedures for training system and trainee monitoring.
    - (8) Indication of how the training system will respond when mistakes are made by the operator.
    - (9) Procedures for placing the training system in a power-off/shut-down condition.
    - (10) Procedures for recovering from a power-fail or casualty condition.
    - (11) Procedures for integrating (coupling) the training system with its individual components or other components external to the current training system.
  - d. Controls to be used by maintenance personnel - When appropriate, a tabular list of controls which are not to be disturbed by other than authorized maintenance personnel shall be provided.
  - e. Daily readiness checks - List and describe each daily readiness checks required by the training system. Delineate those checks that the instructor is authorized to perform to assure the proper functioning of the training system in its complete operational modes and environment. Describe in detail how to set up, run, and diagnose the results and readouts of the daily readiness checks.
- 10.3.5 Learning objectives. This section shall provide a list of learning objectives satisfied by individual training system component.
- 10.3.6 Emergency procedures. This section shall provide:
- a. A list of those procedural steps required to safely remove personnel from the training system in the event of a mishap. The procedures shall address the use of all emergency release mechanisms/devices built into the training system, the conditions under which they shall be used, and the personnel authorized to use them.
  - b. Diagrams or pictures of the emergency release mechanisms devices and their operation.

Block 10, Preparation Instructions (Continued)

- c. Job aids as appropriate.
- d. Unique steps to be taken in handling of personnel during removal from the training system.
- e. List of equipment required but not supplied.

10.3.7 Reference and text materials. This section shall provide a complete bibliography of materials, handbooks, documents, etc., that can be used as reference material to assist in the understanding and application of the training system. Text material shall include, as applicable, the maintenance handbook, commercial computer documentation, and other publications that contain information that may be helpful to the instructor and the trainee. Text material must contain all of the information needed by trainees to perform each exercise.

10.3.8 Training syllabus. This section shall provide an outline of the training exercises/malfunctions of the training system. It shall identify significant considerations associated with specific exercises and a means of exercise selection from selective training situations. Each exercise outline shall contain the following information:

- a. Title and identification number for each exercise.
- b. Title and course identification numbers for which the exercise is applicable.
- c. The learning objective, by course, which the exercise satisfies.
- d. A synopsis of the conditions under which the exercise shall be performed and a list of the tactical situation, environmental consideration, or equipment condition.
- e. A list of the major status, lineup, or mode of operation of the system/subsystem. If it is not an equipment related task, indicate task/function configuration.
- f. Average length of time, in minutes, to complete each exercise. If exercise length is variable due to the flexibility of the exercise, the entry shall be a time span (e.g., "20-40") or the word variable.
- g. The training level of each exercise specified by the training objective statement (TOS), task or function.
- h. The degree of difficulty (e.g. basic, intermediate or advanced) in relation to the appropriate TOS, task or function.

10.3.9 Training exercises. This section shall contain a listing of all exercises the training system is capable of supporting. It shall include:

10.3.9.1 Student training exercises. This section shall identify exercises designed to assist the trainee in achieving the course(s) learning objectives.

10.3.9.2 Instructor Training Exercises. This section shall contain tutorial exercise(s) designed to assist instructor in achieving maximum efficiency in utilization of the training system.

10.3.10 Formulation of new training exercises. This section shall contain:

## Block 10, Preparation Instructions (Continued)

- a. Detailed description and instructions shall be provided on how to modify existing training exercises and develop new training exercises.
- b. How to enter, modify, and specify new parameters and characteristics of each new item in the training exercises.
- c. Examples of exercise modification and creation.

10.3.11 Training system administrator's guide. This guide shall contain:

- a. Front Matter in accordance with Appendix C of MIL-STD-1379.
- b. A listing of information the trainee can print out from the program for outside studies.
- c. A listing of the training system's components capable of managing instruction (i.e., computers, authoring system capabilities, courseware).
- d. A set of instructions detailing how to utilize the training system to manage instruction (recordkeeping, entry points, etc.)
- e. A list of qualifications necessary to identify authorized maintenance personnel.
- f. Detailed procedures for creation of back-up materials.
- g. A pictorial representation of training system program menus and a detailed explanation of the system's response to individual menu selections.
- h. A listing of all reports and records capable of being generated by the training system.
- i. An explanation of, and detailed procedures for, modifying record(s).

10.3.12 Training system user's guide. This guide shall contain:

- a. Front matter in accordance with Appendix C of MIL-STD-1379.
- b. General instructions which shall contain:
  - (1) A listing of materials required by the user.
  - (2) Narrative description(s) which shall enable the user to:
    - (a) Operate the training system's delivery media.
    - (b) Input data into the training system.
    - (c) Understand screen displays of the training system.
    - (d) Identify interactivity conventions.
    - (e) Correct input errors.
    - (f) Access help.
    - (g) Return to training system menus.
    - (h) Insert bookmarks.
    - (i) Input user notes.
    - (j) Sign on and off the training system.
    - (k) List student reports (on screen and to print)
- c. A glossary of key terms used in the User's Guide.

## Deliverable Item Technical Specification

|  |                          |                                      |                   |                        |               |                            |       |              |  |          |                 |
|--|--------------------------|--------------------------------------|-------------------|------------------------|---------------|----------------------------|-------|--------------|--|----------|-----------------|
| Contract Title:<br>Non-Stockpile Systems Contractor II   |                          | Specification Title:<br>Test Package |                   |                        |               |                            |       |              |  |          |                 |
| Deliverable No.<br>D044  | Acquisition Document No. | Frequency:<br>As Required            | First Submission: | Subsequent Submission: | Distribution: |                            |       |              |  |          |                 |
|  |                          |                                      |                   |                        | Addressee     | Copies<br>Draft      Final |       |              |  |          |                 |
| Remarks:<br>A. The Contractor shall develop procedures which follow the guidelines of the attached DID DI-ILSS-80185. The Government reserves the right to make comments within 30 days of draft submission. Government approved final procedures must be issued no later than 30 days prior to start of training. This plan shall be updated as required.<br><br>B. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report.<br><br>ATTACHMENT: DID DI-ILSS-80185 |                          |                                      |                   |                        | SFIL-NSM      | 3                          | 2     |              |  |          |                 |
|  |                          |                                      |                   |                        | SFIL-CMS      | 2                          | 1     |              |  |          |                 |
|  |                          |                                      |                   |                        | SFIL-CME      | 2                          | 1     |              |  |          |                 |
|  |                          |                                      |                   |                        | SFIL-CMI      | 1                          | 1     |              |  |          |                 |
|  |                          |                                      |                   |                        | AMSMC-PAE-D   | 0                          | 1     |              |  |          |                 |
|  |                          |                                      |                   |                        | DDCC          | 0                          | 2     |              |  |          |                 |
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|  |                          |                                      |                   |                        | <b>TOTAL:</b> |                            |       |              |  | <b>8</b> | <b>8</b>        |
|  |                          |                                      |                   |                        | Prepared by:  |                            | Date: | Approved By: |  | Date:    | Version:<br>1.0 |

| DATA ITEM DESCRIPTION  |   |                      | Form Approved<br>OMB No. 0704-0188           |  |
|--|---|----------------------|--|--|
| Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.  |   |                      |  |  |
| 1 TITLE<br><br>TEST PACKAGE  |   |                      | 2 IDENTIFICATION NUMBER<br><br>DI-ILSS-81085 |  |
| 3 DESCRIPTION/PURPOSE<br><br>3.1 Test packages are used to evaluate or measure an individual's or unit's achievement of learning objectives or performance standards.  |   |                      |  |  |
| 4 APPROVAL DATE<br>(YYMMDD)<br><br>901205  | 5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)<br><br>SH | 6a DTIC APPLICABLE   | 6b. GIDEP APPLICABLE                         |  |
| 7 APPLICATION/INTERRELATIONSHIP<br><br>7.1 This Data Item Description (DID) contains the preparation instructions for the content and format of the Test Package resulting from Task 205.4.1 of MIL-STD-1379.<br><br>7.2 It is not intended that all the requirements herein should be applied to every program or program phase. Portions of this DID are subject to deletion<br>(Continued on Page 2)  |   |                      |  |  |
| 8 APPROVAL LIMITATION  |   | 9a. APPLICABLE FORMS | 9b AMSC NUMBER<br><br>N5056                  |  |
| 10 PREPARATION INSTRUCTIONS<br>10.1 <u>Reference documents</u> . The applicable issue of documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.<br><br>10.2 <u>Style and format</u> . The style and format of the Test Package shall be in accordance with Appendix C of MIL-STD-1379.<br><br>10.3 <u>Content</u> . The Test Package shall contain the following:<br><br><div style="margin-left: 40px;"> a. Front Matter<br/> b. General Test Requirements<br/> c. Types of Tests Items<br/> d. Test Booklets<br/> e. Materials Required for Test Administration </div><br>10.3.1 <u>Front matter</u> . The content of front matter shall be in accordance with Appendix C of MIL-STD-1379.<br><br><div style="text-align: right;">(Continued on Page 2)</div> |   |                      |  |  |
| 11 DISTRIBUTION STATEMENT<br><br><br>DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.   |   |                      |  |  |



Block 7, Application/Interrelationship (Continued)

tailoring depending upon the program phase in which it is applied in the contract.

7.3 Test booklets and administrator guides should be prepared on bound metric A4 (8 1/2 by 11 inch) bond paper (hard copy) or a form of electronic media. The contract should specify the exact media and format for electronic media deliverables.

7.4 The number of alternatives required for multiple choice test items should be specified in the contract.

7.5 This DID supersedes DI-H-7074, DI-H-25724B and DI-ILSS-80091.

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Block 10, Preparation Instructions (Continued)

10.3.2 General test requirements. Test items shall be based on the corresponding learning objectives or performance standards. The two categories of tests are performance and written. The use of performance test items in progress, comprehensive, and qualification tests shall be mandated whenever appropriate. Written test items shall be performance-based whenever appropriate. Personnel attainment of the learning objectives or performance standard shall be determined by testing. Process evaluation shall be used when measuring achievement of well-defined steps that must be performed. Product evaluation shall be used when only the end-result is to be evaluated. The combination of the process and product evaluation methodologies shall be used in all types of tests as appropriate. Administrator support materials shall include:

- a. Administrator's Guide (information required to administer tests and identification of contractor-furnished equipment/Government-furnished equipment (CFE/GFE) materials required to support testing process).
- b. Printed materials required to conduct the test.

10.3.3 Types of test items. All test items shall be capable of discriminating between performers and non-performers. Each test item shall reflect the requirements of the related learning objective and shall address the appropriate level of the cognitive/psychomotor/ attitudinal domain.

10.3.3.1 Performance test items. Performance test items shall measure the ability of personnel to perform certain tasks as stated by the objective or required by the performance standard. Performance test items shall be used to the maximum extent possible to determine student mastery of the subject matter. The test environment shall duplicate the expected work environment whenever possible. Performance test items shall be used whenever appropriate.

10.3.3.2 Written test items. Written test items shall measure attainment of the cognitive skills required by the learning objective(s) or performance

Block 10, Preparation Instructions (Continued)

standard(s). Written test items shall measure recognition, recall, comprehension, application, and analysis/evaluation, as required by the learning objectives. Written test items shall include progress, comprehensive, and qualification tests. Written test items shall be performance-based whenever appropriate. Written test items include the following:

- a. Multiple choice.
- b. Matching.
- c. Completion.
- d. Essay.

10.3.4 Test booklets. Test booklets for progress, comprehensive, and qualification testing shall utilize validated performance tests and written tests as appropriate. If the test item uses a separate illustration, information that is required to identify and locate that illustration shall be provided. Procedures outlined in this DID apply to all tests:

10.3.4.1 Performance test booklet. The Performance Test Booklet shall consist of sample work situations in which the individual performs specific tasks. The performance test booklet shall consist of:

- a. Cover
- b. Test Instructions
- c. Job Task Sheet(s)
- c. Evaluation Checklist(s)

10.3.4.1.1 Cover. The cover shall provide information relevant to the identification of the written test booklet.

10.3.4.1.2 Test instructions. The test instructions shall provide guidance to be followed while taking the test. Test instructions, or information to be included in the test instructions, shall be as specified by the Government.

10.3.4.1.3 Job task sheet. The job task sheet shall guide personnel during the test performance. Job task sheet problems used for testing purposes shall be consistent with and at the same level of difficulty as those used for instructional purposes. The job sheet shall consist of:

- a. Performance test and test number
- b. Course identification number
- c. Title
- d. Introduction
- e. Equipment
- f. References
- g. Job Steps

Block 10, Preparation Instructions (Continued)

10.3.4.1.4 Evaluation checklist. The evaluation checklist shall provide a means of conducting and grading performance tests. The evaluation checklists shall be either "Yes/No" type or "Rating Scale" type.

10.3.4.2 Written test booklet. Written tests shall measure the knowledge component of the learning objectives or performance standard. The written test booklet shall consist of:

- a. Cover
- b. Test Instructions
- c. Test Items

10.3.4.2.1 Cover. The cover shall provide information relevant to the identification of the written test booklet.

10.3.4.2.2 Test instructions. Test instructions shall provide guidance to be followed while taking the test. Test instructions, or information to be included in the test instructions, shall be as specified by the Government.

10.3.4.2.3 Test items. The test items shall measure the knowledge and skills required to function on the job, as defined in the learning objectives or performance standards. Test items shall be separated into related topics and identified with an appropriate heading.

10.3.4.2.3.1 Test items content and format. Test items content and format shall consist of:

- a. Multiple Choice Test Items.
- b. Matching Test Items.
- c. Completion Test Items.
- d. Essay Test Items.

10.3.4.2.3.1.1 Multiple choice test items. The multiple choice test item shall require the selection of the correct answer from a list containing between two and five possible answers as specified in the contract. The multiple choice test item shall consist of two parts: (1) the stem, which contains the problem statement; and (2) the list of possible answers (alternatives). One of the alternatives shall be the correct answer and the remaining alternative(s) shall be plausible but incorrect. Test items shall consist of:

a. Content

(1) Stem.

- (a) The stem shall contain all information required to define the item's intent.
- (b) The stem shall contain a verb.

Block 10, Preparation Instructions (Continued)

- (c) Interrogatory test items shall be complete sentences punctuated with a question mark.

(2) Alternatives.

- (a) There shall be only one correct answer.
- (b) Words such as "always," "never," "simply," "all of the above," "none of the above," and "A and C" shall not be used.
- (c) Negative wording shall not be used.
- (d) Alternatives which delineate an order of magnitude (e.g., microgram, gram, or kilogram and 2.5, 3.0, 3.5, or 4.0) shall be arranged in ascending or descending order.
- (e) Alternatives shall be grammatically consistent with the stem.

b. Construction.

- (1) The stem may be either a complete question (closed stem) or an incomplete statement (open stem).
- (2) The alternatives shall be placed below the stem, preceded by the upper case letters starting with "A".

10.3.4.2.3.1.2 Matching test items. Content and construction of matching test items shall consist of:

a. Content.

- (1) Instructions: Instructions shall provide clear and concise directions specifying how to match the stimulus and responses.
- (2) Stimuli: A list of words or phrases which are related to responses collocated on the same page. Stimuli shall be identified by arabic numbers as appropriate. There shall be only one correct response for each stimulus.
- (3) Responses: A list of words or phrases which are related to stimuli collocated on the same page. Responses shall be identified by a letter commencing with "A". The ratio of responses to stimuli shall be 3:2.
- (4) Answer slot: A line where the letter of the response corresponding to the stimuli is to be placed.

b. Construction.

## Block 10, Preparation Instructions (Continued)

- (1) Instructions shall be placed three lines below the page heading or the preceding test item. The page heading shall be consistent with that of the front matter as defined in Mil-STD-1379, Appendix C.
- (2) Answer slot, stimuli and responses shall be divided into three columns. The answer slot column shall be flush left on the page and have a line five characters in length. The remaining two columns shall contain stimuli and responses, with stimuli items in the center column and responses in the right-hand column.

10.3.4.2.3.1.3 Completion test items. Completion test items shall be constructed using two basic styles. One style shall require a word or phrase which completes the statement. The second style shall require a definition, the term defined, or computational formula. Completion test item(s) shall contain the following content and construction requirements:

- a. Wording of the test item shall be clear and comprehensive enough to allow an examinee who is knowledgeable in the subject area to answer correctly.
- b. Missing segment of the incomplete statement item shall be important, such as a key element of an equipment, etc.
- c. Incomplete statement items shall not omit too many words (i.e., to the extent that the statement will become unclear and the examinees must guess).
- d. In computational problems, the degree of accuracy (e.g., the number of decimal points) of the answer shall be specified.
- e. In incomplete statements, the completion position shall appear at the end of the stem.
- f. Direct questions shall be used to test for comprehension of technical terms or knowledge of definitions.
- g. Sufficient space shall be provided for examinees to write their response.

10.3.4.2.3.1.4 Essay test items. Essay test items shall require answers to a question or responses to specific requests with an original written response. Essay Test Items shall state clearly and precisely what type response is required. The Essay Test Item shall state the limits for the response by identifying the major points that should be addressed. Figures and tables required to complete a test item(s), and included as a part of the test booklet, shall be on the same page as the test item(s), or an opposing page preceding the test item(s).

10.3.5 Materials required for test administration: Printed materials required for the administration of the test shall consist of the following:

- a. Test Booklets
- b. Administrator Guides

Block 10, Preparation Instructions (Continued)

- c. Test Notices
- d. Test Supplements
- e. Scoring Templates

10.3.5.1 Test booklets. Test booklets shall contain the items listed in 10.3.4 above as appropriate.

10.3.5.2 Test administrator's guides. This section shall provide the information necessary to administer tests. There shall be a Test Administrator's Guide included for each test. Contents shall be as follows:

- a. Cover
- b. Instructions to the test administrator
- c. Test
- d. Answer key
- e. Test Item Cross-reference Chart

10.3.5.2.1 Cover. The cover shall contain the same identifying information as the corresponding test booklet and be clearly marked to indicate that it is the test administrator's guide "MASTER TEST BOOKLET".

10.3.5.2.2 Instruction to the test administrator. This section shall provide the test administrator with instructions for test administration. Content shall be as follows:

- a. Pre-Test Instructions for the administrator (i.e., duties to be completed in preparation for the test administration).
- b. Pre-test instructions to be given the personnel.
- c. Test monitoring guidance
- d. Post-test instructions for the administrator (i.e., duties to be completed upon completion of the test).

10.3.5.2.3 Test. This section shall contain a copy of the test (performance or written) provided to the personnel.

10.3.5.2.4 Answer key. This section shall contain the answers to the test contained 10.3.5.2.3 above. These answers shall be provided in accordance with service specific guidance.

10.3.5.2.5 Test item cross-reference chart. This section shall provide a cross-reference from the test item to the:

- a. Lesson Topic Number
- b. Learning Objective Number
- c. Test Item Answer

10.3.5.3 Test notices. Test notices shall contain information concerning test administration dates and the identity of study materials.

Block 10, Preparation Instructions (Continued)

10.3.5.4 Test supplements. Test supplements shall contain information concerning special items that will be required by the examinee during the examination.

10.3.5.5 Scoring templates. Scoring Templates shall provide a means of grading answer sheets through the use of manual pre-punched cards or electronic scanning.

# Non-Stockpile Chemical Warfare Materiel

## Deliverable Item Technical Specification

|   |                                 |  |                                    |  |                      |  |              |                     |  |              |                        |
|---|---------------------------------|--|------------------------------------|--|----------------------|--|--------------|---------------------|--|--------------|------------------------|
| <i>Contract Title:</i><br>Non-Stockpile Systems Contractor II   |                                 | <i>Specification Title:</i><br>General Arrangement Diagram of Treaty Support Trailer |                                    |  |                      |  |              |                     |  |              |                        |
| <i>Deliverable No.</i><br>D045  | <i>Acquisition Document No.</i> | <i>Frequency:</i><br>Once  | <i>First Submission:</i><br>30 DAA | <i>Subsequent Submission:</i><br>As required | <i>Distribution:</i> |  |              |                     |  |              |                        |
|   |                                 |  |                                    |  | <i>Addressee</i>     | <i>Copies</i><br><i>Draft</i> <i>Final</i> |              |                     |  |              |                        |
| <i>Remarks:</i><br>A. The requirements of this diagram may be tailored with written approval from the COR, to be included with the submitted final document. This diagram shall be submitted no later than 30 days after contract award.<br><br>B. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on either 8 ½" X 11" or 8 ½" X 14" paper, with an electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the diagram. |                                 |  |                                    |  | SFIL-NSM             | 1  | 1            |                     |  |              |                        |
|   |                                 |  |                                    |  | SFIL-CMS             | 1  | 1            |                     |  |              |                        |
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| Deliverable No.<br>D045   | Acquisition Document No. | Specification Title:<br>General Arrangement Diagram of Treaty Support Trailer |
| <p><i>Instructions for Preparation:</i></p> <p>The General Arrangement Diagram of Treaty Support Trailer provides a graphic depiction of the interior layout of the trailer proposed for use as office space by Chemical Weapon Inspection Teams (CWITs) during Chemical Weapons Convention (CWC) Treaty Verification activities. Detailed trailer specifications shall be described in the individual task order. Specifically, the diagram shall include, but is not limited to,:</p> <ul style="list-style-type: none"> <li>• Contractor's name and address</li> <li>• Contract number</li> <li>• Contract period of performance</li> <li>• Name of Government's COTR or COR</li> <li>• Locations of:               <ul style="list-style-type: none"> <li>(a) All entrances and rooms, including foyer, main workspaces, and lavatory</li> <li>(b) Office furniture</li> <li>(c) Computer workstations</li> <li>(d) Telephone lines (including voice/fax/data)</li> <li>(e) HVAC equipment</li> <li>(f) Video monitors, feed lines, and associated equipment</li> </ul> </li> </ul> |                          |   |

## Deliverable Item Technical Specification

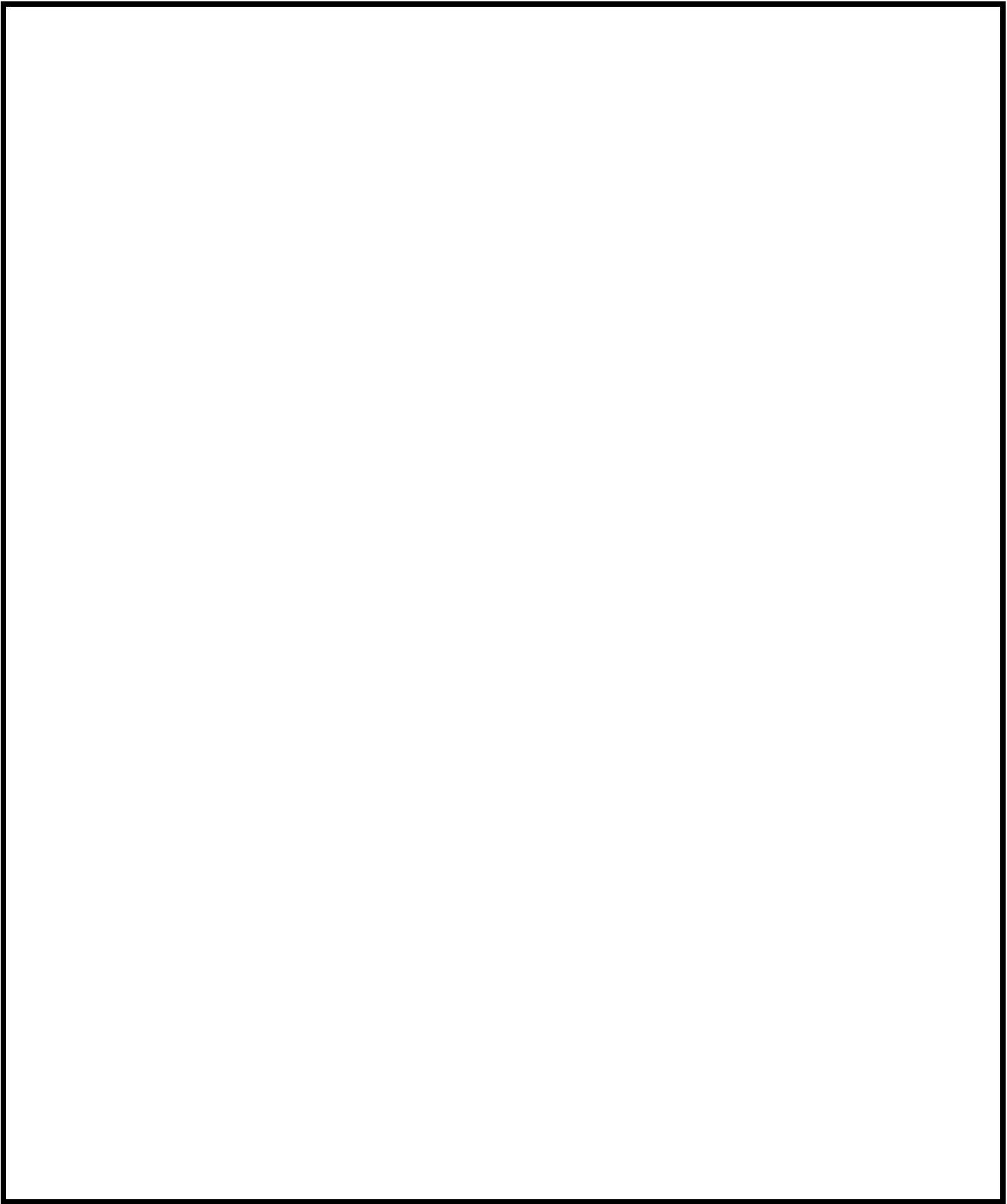
| Contract Title:<br>Non-Stockpile Systems Contractor II  |                          | Specification Title:<br>Accountability and Destruction Data |                             |                                       |               |                            |   |
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| Deliverable No.<br>D046   | Acquisition Document No. | Frequency:<br>Daily   | First Submission:<br>90 DAA | Subsequent Submission:<br>As Required | Distribution: |                            |   |
|   |                          |   |                             |                                       | Addressee     | Copies<br>Draft      Final |   |
| <p>Remarks:</p> <p>A. The requirements of this report may be tailored with written approval from the COR, to be included with the submitted final document. This report shall be submitted no later than 1800 daily during days of demil operations. The report shall include all agents listed in Appendix C of AR 50-6.</p> <p>B. The Contractor shall report the daily quantities and types of demilitarized material and processed agent(s).</p> <p>C. Contractor may use its own format within the guidelines of this document specification. Document shall be legible and reproducible on standard 8 ½" X 11" paper, with electronic copy supplied on 3 ½" diskette or email as appropriate. All attachments shall be referenced and included with the report.</p> |                          |   |                             |                                       | SFIL-NSM      | 0                          | 1 |
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| Deliverable No.<br>D046   | Acquisition Document No. | Specification Title:<br>Accountability and Destruction Data |
| <p><i>Instructions for Preparation:</i></p> <p>The Accountability and Destruction Data report provides information concerning the Contractor's daily progress of demilitarization as well as a record of chemical agent/material accountability. This report will be reconciled on a daily basis, and will be a permanent record of accountability for these materials. When provided to Chemical Weapons Inspection Teams (CWITs) in conjunction with treaty verification efforts, additional information requested by the CWIT and authorized for release by the test director may be included. Specifically, the report shall include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Contractor's name and address</li> <li>• Reporting period dates</li> <li>• Types and quantities of demilitarized material on hand at the beginning of reporting period</li> <li>• Types and quantities of demilitarized material on hand at the end of reporting period</li> <li>• Total types and quantities of demilitarized material processed during the reporting period</li> <li>• Types and quantities of chemical agents on hand at the beginning of reporting period</li> <li>• Types and quantities of chemical agents on hand at the end of reporting period</li> <li>• Total types and quantities of chemical agents processed during the reporting period</li> <li>• Explanations of any discrepancies between quantities/types before and at end of reporting period.</li> <li>• Contract number</li> <li>• Contract period of performance</li> <li>• Name of Government's COTR or COR</li> </ul> |                          |   |

## Deliverable Item Technical Specification

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| Deliverable No.<br>D047  | Acquisition Document No. | Specification Title:<br>Problem Assessment |
| <p><i>Instructions for Preparation:</i></p> <p>The report shall include:</p> <ul style="list-style-type: none"> <li>• A cover sheet which includes the contractor's name and address, the contract number, the nomenclature of the system or program, the date of the report, the period covered by the report, the title of the report, either the serial number of the report or the Deliverable Number, the security classification, and the name of the issuing Government activity.</li> <li>• The Contractor shall identify, thoroughly investigate and provide to the Government a detailed report of all program obstructions or impediments to the successful execution of this task as they are encountered.</li> <li>• A statement as to whether or not the project is on schedule             <ul style="list-style-type: none"> <li>• If not, the effort planned to recover schedule shall be included</li> <li>• Updated schedules, as required, with percentage completion of each task</li> </ul> </li> <li>• Down time and reasons for equipment and operations</li> <li>• Narrative of outstanding problems existing as of the previous report, and resolution status</li> <li>• New problem areas encountered or anticipated, their effect on the project, and steps taken to alleviate</li> <li>• Any information which may negatively affect project schedule</li> <li>• Problem areas affecting cost elements, with background and any recommendations for solutions beyond the scope of the contract</li> </ul> <p><b><u>Note:</u></b> The contractor may combine this DITS with D013 where applicable.</p> |                          |  |



## Deliverable Item Technical Specification

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| Deliverable No.<br>D0048  | Acquisition Document No. | Specification Title:<br>Concept Exploration |
| <p><i>Instructions for Preparation:</i></p> <p>The purpose of Task 002 concept exploration is to assess alternatives to satisfying Task 002 requirements, including conducting trade-offs among cost, performance, and schedule. The concept exploration shall include the following requirements:</p> <ul style="list-style-type: none"> <li>• Investigate commercially available means to carry out any portion of the Tractor Rocket demilitarization</li> <li>• Develop a minimum of two concepts with the substantive ability to achieve the demilitarization mission</li> <li>• Comply with all applicable DOD and US Army regulations and guidance documents.</li> </ul> <p><b>Note:</b> The contractor shall <u>not</u> initiate work on system design until its proposed concepts have been reviewed and accepted by the government.</p> |                          |   |